

## **3 FAM 3700 TRAVEL**

## **3 FAM 3710 MEDICAL TRAVEL**

## **3 FAM 3711 GENERAL**

*(TL:PER-251; 4-10-95)*

*(Uniform State/USAID/USIA/Commerce/Foreign Service Corps-USDA)*

*(Applies to Foreign Service Employees Only)*

Travel may be authorized for any approved medical and dental treatment which cannot be postponed until next scheduled travel such as transfer, home leave, R & R, or personal travel.

All medical travel is performed in accordance with the Uniform Foreign Service Travel Regulations and Procedures.

## **3 FAM 3712 AUTHORITY**

*(TL:PER-251; 4-10-95)*

*(Uniform State/USAID/USIA/Commerce/Foreign Service Corps-USDA)*

*(Applies to Foreign Service Employees Only)*

—Medical travel is authorized by the principal or administrative officer of the employee's assigned post.

—The authorizing officer must obtain the concurrence of the regional medical officer and the responsible financial officer of the employee's agency.

## **3 FAM 3713 TYPES OF MEDICAL TRAVEL**

### **3 FAM 3713.1 Medical Evacuations (Medevac)**

#### **3 FAM 3713.1-1 When Appropriate**

*(TL:PER-251; 4-10-95)*

*(Uniform State/USAID/USIA/Commerce/Foreign Service Corps-USDA)*

*(Applies to Foreign Service Employees Only)*

When the post medical officer or advisor and the regional medical officer determine that the patient is unable to obtain suitable medical service at post, the patient is authorized to travel to the nearest location where appropriate medical care can be obtained.

### **3 FAM 3713.1-2 Types of Authorized Transportation**

*(TL:PER-251; 4-10-95)*

*(Uniform State/USAID/USIA/Commerce/Foreign Service Corps-USDA)*

*(Applies to Foreign Service Employees Only)*

- Ground transportation;
- Commercial airlines;
- Emergency transportation companies; or
- Military Airlift Command (MAC).

### **3 FAM 3713.1-3 Travel to the United States**

*(TL:PER-251; 4-10-95)*

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Travel to the United States is authorized when:

- Medical care is not available overseas; and
- The Medical Director has approved the patient's evacuation to the United States.

In emergency situations which preclude prior consultation with DGP/MED, the post may authorize travel to the United States. However, in such situations they must immediately provide DGP/MED with the reason for evacuation, date, travel arrangements, and request for hospitalization.

The procedures for requesting approval of MEDEVAC travel are found in 6 FAM 125.6.

### **3 FAM 3713.2 Travel for Obstetrical Care**

#### **3 FAM 3713.2-1 General**

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Patients requiring obstetrical care will be offered medical evacuation to the United States. In such cases, travel is authorized to the nearest U.S. port of entry.

### **3 FAM 3713.2-2 Patient in United States**

*(TL:PER-251; 4-10-95)*

*(Uniform State/USAID/USIA/Commerce/Foreign Service Corps-USDA)*

*(Applies to Foreign Service Employees Only)*

If a patient is in the United States and is due to deliver within three months of planned departure for an overseas post, she will not be authorized travel to the post until after delivery.

### **3 FAM 3713.2-3 Patient Elects Overseas Delivery**

*(TL:PER-251; 4-10-95)*

*(Uniform State/USAID/USIA/Commerce/Foreign Service Corps-USDA)*

*(Applies to Foreign Service Employees Only)*

If a patient elects to travel to an overseas location for delivery, travel will be cost-constructive based on travel costs to the nearest adequate medical facility

### **3 FAM 3713.3 Travel for Dental Care**

#### **3 FAM 3713.3-1 General**

*(TL:PER-251; 4-10-95)*

*(Uniform State/USAID/USIA/Commerce/Foreign Service Corps-USDA)*

*(Applies to Foreign Service Employees Only)*

The employee or eligible dependent may be authorized travel for emergency dental care if recommended by a medical provider or dentist and approved by the RMO.

#### **3 FAM 3713.3-2 Travel Limits**

*(TL:PER-251; 4-10-95)*

*(Uniform State/USAID/USIA/Commerce/Foreign Service Corps-USDA)*

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Travel for required dental care is limited to one round trip during a treatment year. For this purpose, a treatment year begins on the first day of travel for required dental care and ends one year later.

There is no limit on the number of trips for emergency dental care.

### **3 FAM 3713.4 Travel for Medical Examination**

*(TL:PER-251; 4-10-95)*

*(Uniform State/USAID/USIA/Commerce/Foreign Service Corps-USDA)*

*(Applies to Foreign Service Employees Only)*

Travel will not be authorized for an employee or eligible dependent to receive a routine medical examination or immunization.

### **3 FAM 3713.5 Travel of Attendants and Dependents**

#### **3 FAM 3713.5-1 General**

*(TL:PER-251; 4-10-95)*

*(Uniform State/USAID/USIA/Commerce/Foreign Service Corps-USDA)*

*(Applies to Foreign Service Employees Only)*

The principal or administrative officer may authorize an attendant to accompany a patient to the medevac site when the patient is too ill or too young to travel alone.

#### **3 FAM 3713.5-2 Non-Employee Attendants**

*(TL:PER-251; 4-10-95)*

*(Uniform State/USAID/USIA/Commerce/Foreign Service Corps-USDA)*

*(Applies to Foreign Service Employees Only)*

A non-employee attendant may be authorized to accompany a patient. In such cases the employee's agency pays for transportation, expenses related to travel (exclusive of subsistence), and compensation.

The amount of compensation may not exceed the prevailing local rate for the service and per diem.

#### **3 FAM 3713.5-3 Family Members**

*(TL:PER-251; 4-10-95)*

*(Uniform State/USAID/USIA/Commerce/Foreign Service Corps-USDA)*

*(Applies to Foreign Service Employees Only)*

##### **a. Family Member/Attendant**

A family member may be authorized to accompany a patient as a non-medical attendant. In such case the family member must be included on the travel orders.

#### **b. Family Member Incapable of Self Care**

If a family member is incapable of self care at post, and no suitable arrangements can be made for his/her care, the principal officer may authorize that individual to travel with the patient and may include him/her on the patient's travel orders.

#### **c. Non-Concurrent Travel of Family Member**

Non-concurrent travel of a family member may be authorized when that individual's presence is medically required during the evaluation or treatment of a patient. This must be approved in advance by the Medical Director.

### **3 FAM 3713.6 Cost-Constructive Travel**

*(TL:PER-251; 4-10-95)*

*(Uniform State/USAID/USIA/Commerce/Foreign Service Corps-USDA)*

*(Applies to Foreign Service Employees Only)*

An employee or eligible dependent who is authorized to travel for medical or dental (but not obstetrical) care may elect to travel to a locality other than the designated site, but the individual will be required to pay any difference in the travel cost and per diem.

### **3 FAM 3714 PER DIEM**

#### **3 FAM 3714.1 For Patients**

##### **3 FAM 3714.1-1 Medevac**

*(TL:PER-251; 4-10-95)*

*(Uniform State/USAID/USIA/Commerce/Foreign Service Corps-USDA)*

*(Applies to Foreign Service Employees Only)*

Per diem may be authorized for employees and eligible dependents for a period not to exceed 180 days. It will:

- Be paid at local rate; or
- Be paid on a cost-constructive basis, at the rate of the regional medevac site if it is less than the cost-constructive site; and
- Be authorized during unavoidable delays prior to obtaining treatment; and
- Be authorized for delays while awaiting return travel to posts; and

- Not be authorized during periods of hospitalization: and
- Be authorized during necessary periods of outpatient treatment.

### **3 FAM 3714.1-2 Post Assignment Travel**

*(TL:PER-251; 4-10-95)*

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Per diem is not authorized in conjunction with post assignment travel.

### **3 FAM 3714.1-3 Obstetrical Care**

*(TL:PER-251; 4-10-95)*

*(Uniform State/USAID/USIA/Commerce/Foreign Service Corps-USDA)*

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#### **a. Normal Obstetrical Care**

Per diem may authorized up to 90 days for a medical evacuation for obstetrical care. The patient may depart from post approximately six weeks prior to the expected date of delivery and return to post six weeks after delivery.

#### **b. Medical Complications**

If there are medical complications necessitating early departure from post or delayed return to post, per diem may be extended for up to 180 days.

#### **c. Extensions**

Extended per diem, over that normally authorized for obstetrical care, may be granted only by the Office of Medical Services.

### **3 FAM 3714.1-4 Newborns**

*(TL:PER-251; 4-10-95)*

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Per diem for newborns will be authorized at one-half of the applicable local rate, excluding periods of hospitalization. (6 FAM 151a).

### **3 FAM 3714.1-5 Emergency and Required Dental Care**

*(TL:PER-251; 4-10-95)*  
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**a. Emergency Dental Care**

Three days may be authorized.

**b. Required Dental Care**

One day may be authorized.

**c. Additional Per Diem**

Only the Office of Medical Services may authorize additional per diem for dental care.

### **3 FAM 3714.2 Attendants**

*(TL:PER-251; 4-10-95)*  
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—Medical and non-medical attendants may be authorized up to three days per diem excluding travel time.

—If a family member's presence is required, the Office of Medical Services may authorize per diem in excess of three days for that individual as a non-medical attendant.

### **3 FAM 3714.3 In Conjunction With Other Post Funded Travel**

*(TL:PER-251; 4-10-95)*  
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Medical per diem in conjunction with post-funded travel orders such as R&R, TDY, etc., may be authorized when the traveler requires medical care during that travel. Authorization for per diem must be approved by the Office of Medical Services.

### **3 FAM 3715 SEPARATE MAINTENANCE ALLOWANCE (SMA) IN CONNECTION WITH MEDICAL TRAVEL**

*(TL:PER-251; 4-10-95)*

*(Uniform State/USAID/USIA/Commerce/Foreign Service Corps-USDA)*

*(Applies to Foreign Service Employees Only)*

- a. An employee is eligible for SMA when an eligible dependent is away from post for 90 consecutive days or more for medical reasons.
- b. SMA should be authorized for an employee if his or her dependent is delayed for 30 or more days while awaiting a clearance decision. (see section STNRG-0262.3a, Standardized Regulations).
- c. SMA and per diem cannot be paid for the same period.
- d. SMA may not be paid on behalf of a dependent for any period while the dependent is hospitalized at government expense.

### **3 FAM 3716 THROUGH 3719 UNASSIGNED**